

PRE-PROPOSAL CONFERENCE OUTLINE

Introduction

- (a) Good morning, thank you for taking the time to attend this pre-bid conference.
- (b) Today we will first discuss contractual issues, than we will discuss technical issues, entertain questions, and finally conduct a walk through of the areas.
- (c) Before we cover the issues, let me first introduce myself and the Government staff.

CO – Michael Moore

COR – Andrew Chavez

A/E – Richard Kraybill

Other VA staff - _____

I. Contractual Issues

1. General:

- (a) Project Title: Proj No. 589A7-12-127 CONSTRUCT BACKUP WATER SYSTEM
- (b) Cost Range: \$1,000,000 to \$2,000,000
- (c) Completion Time: 200 days after receipt of notice to proceed.
- (d) Bids are due Monday, December 29th NLT 2:00 PM at my office in Leavenworth and contractor questions will not be accepted after COB, Thursday, December 18.
- (d) Fax or electronically sent bids are NOT acceptable. Your proposal packages must be sent UPS, USPS or other courier services for overnight delivery and must be in my office NLT December 29 @ 2:00PM.
- (e) The project is 100% set aside for Service Disabled Veteran Owned Small Businesses. The successful prime contractor will be required to perform no less than 25 percent of the construction labor under NAICS code 237110 – Water and Sewer Line and Related Structures.

- (f) Award will be made using the Lowest Price Technically Acceptable (LPTA) criteria outlined in FAR Part 15.101-2 as the source selection process. There are 3 evaluation factors and award will be made based on the lowest evaluated price of proposals that meet and/or exceed the 3 evaluation factors. Please pay particular attention to the proposal submittal instructions on pages 6-13 of solicitation VA255-15-R-0080 now appearing in FBO. The Government plans to award without discussions. However, we reserve the right to open discussions if necessary. There is only one bid item and the government plans to make award based on Bid Item #1 which includes the full scope of the project.
- (g) **IMPORTANT:** There will be an amendment to the solicitation concerning proposals that are hand delivered or sent by courier. Proposals that are due at 2:00 PM on December 29th shall be addressed to:

Department of Veterans Affairs
Network Contracting Office (NCO) 15
ATTN: David Cogburn
3450 S. 4th Street
Leavenworth, KS 66048

If proposals are hand carried to the NCO 15 office, please call one of the following numbers to gain entry.

David Cogburn: 913-946-1141
David Holden: 913-946-1128
James Hogue: 913-946-1107

2. Disclaimer Statements:

- (a) Remarks and explanations at the conference shall not qualify the terms of the solicitation
- (b) Terms of the solicitation and specifications remain unchanged unless the solicitation is amended in writing

3. Bonds:

- (a) A bid Bond in the amount of 20% must accompany your BID.
- (b) After award of the contract a Payment Bond and a Performance Bond in the amount of 100% of the contract value are due prior to a Notice to Proceed Letter being issued.

4. Buy American Act: The solicitation is subject to the Buy American Act, and it generally requires the use of American made products. Please keep this in mind when you are providing product submittal data.

5. Davis-Bacon Act: All labor performed under this contract is subject to the Davis-Bacon Act and related labor laws, to include the payment of at least the amounts shown in the wage determination in the solicitation.

6. Other Contracting Topics:

- (a) The purchase of material for this project is exempt from state sales tax. A Kansas Tax exempt certificate will be issued after contract award.
- (b) The contractor is expected to maintain insurance coverage during the contract period as directed in the specifications.
- (c) Progress payments will be made no later than 30 days after receipt of an acceptable invoice.
- (d) Please pay particular attention to specification section 01 33 23 covering the submittal process. You will not be able to install materials without a submittal approval from the Government.
- (e) There are 2 important submittals that we need at contract start-up. They are the Schedule of Values, and a Construction Schedule.

II. Technical Issues – The Project Engineer and A/E will provide an overview of the project, and address questions involving the specifications and drawings. After this, a walk through of the site will be held.